

POLLARD MEMORIAL LIBRARY BOARD of TRUSTEES  
Trustee Minutes

Meeting took place on October 5, 2022, as a hybrid meeting, both in person and via Zoom.

➤ Call to Order

- Meeting was called to order by Donna Richards at 5:31 pm.

➤ Attendance:

Present:

Excused:

Dory Lewis, Asst. Director

Donna Richards, Chair

Anne Mulhern, Vice Chair

Linda Kilbride, Secretary

Katy Aronoff

Judith Davidson

Suzanne Frechette Zoom

Syed Hasan Zoom

Helen Littlefield

Muriel Parseghian

Amy Watson

Tom Golden

Guest: Brenda Juran

➤ Acceptance of / Amendment to Agenda

- The agenda was unanimously approved on a motion by Linda Kilbride and seconded by Helen Littlefield.

There was a discussion about sending out policies for review via email and if this was acceptable under the open meeting law.

➤ Meeting Minutes – September 7, 2022

- The meeting minutes were unanimously accepted on a motion by Judy Davidson and seconded by Donna Richards.
- No changes were made

➤ Meeting Minutes Update – June 7, 2022

- Mulhern suggested clarification to statement *“The books tend to be better in Overdrive.”* We do not need to correct the minutes, since we all voted to accept. We will note Mulhern’s email of September 16<sup>th</sup> to all Trustees as an update in these minutes. Mulhern noted: *“Pollard library patrons have access to several sources of online books, which are all different.”*

➤ City Manager report

- A new director has been hired and will be starting on October 11<sup>th</sup>. He is Steve Robichaud who has worked from 2017 to present as the associate dean of libraries at Southern New Hampshire.
- The elevator is being worked on.
- Policy Review
  - Judy Davidson will be taking notes to incorporate ideas. Once completed, these policies will go to the Governance Committee for review before bringing to the whole board for approval. After board approval they will be sent to the City Solicitor for final approval. Please know that this is a collaborative effort with Library staff as their input assures a comprehensive policy.
- Policy Review – Materials Selection Policy
  - Developing approach to policies, hoping to be more open by going to the board before going to the governance committee
  - Points of discussion were as follows:
    - Responsibility for material for reconsideration should include consortium or interlibrary loans. Dory said that the library is responsible only for their own materials. Only city residents to request reconsideration.
    - It was noted that many Lowell residents use other libraries.
    - Appropriateness of mentioning the MVLC collection and clarification of MVLC policy is needed.
    - The policies of other libraries in the consortium should be considered. Patron input should be an easy policy. Time limits were discussed. An automated way to answer input would be helpful.
    - A form is needed. Mulhern will send an example from Chelmsford.
    - Should the tables of non-fiction and fiction tables in current policy are not necessary.
    - Children's section should not be mentioned separately.
  - There was a brief discussion on censorship.
- Policy Review – Materials Reconsideration Policy
  - Not discussed, tabled until next month
- Outside signage for the library
  - Judy Davidson raised the issue outside signage for the library; a big banner hanging from a light pole, standing signs that say open, and signage that advertises current meetings.
  - There were questions about whose responsibility the sign would be and who would pay for it.
  - Donna will contact the historic board to see what we would need to do about a sign.
- Update on Strategic Plan Implementation
- Chairperson's Report
  - Save the Date - MA Library Trustees Association Annual Meeting  
Saturday, October 22, 2022, 10 AM- 1 PM Shrewsbury Public Library  
Registration link: <https://mbic.libcal.com/event/9328436>  
Highlights include:

- Presentation by Dr Martin Garner, Director of Libraries at Amherst College, Challenges to books, materials, and programs.
  - Lunch with author Stephen McCauley – Author of seven novels, including *Insignificant Others*. His best-known novel is *The Object of My Affection*, which was made into a film starring Jennifer Aniston and Paul Rudd.
  - Trustee of the Year Award
- Committee reports
- There were no committee reports
- Directors Report (Dory Lewis)
- October report sent to trustees via email.
  - Dory and Judy completed the Mass Cultural Council application.
  - Number of people in the building is up to the 8000 range
- Foundation Report (Donna Richards)
- The PMLF meeting took place on September 21, 2022.
  - The Elinor Lipman Award for Writing winner and Distinguished Mention award winner were announced. The recipient of the 2022 Elinor Lipman Award is Lillian-Yvonne Bertram, a published writer of short stories and poetry and Associate Professor of English, Africana Studies, and Art & Design at Northeastern University. The recipient of the Distinguished Mention Award is Stephen O'Connor, novelist, and short story writer.
  - There will be an event on Wednesday, October 19<sup>th</sup> at 6:00PM to acknowledge the recipients. An RSVP is requested.
  - We are preparing the annual Fall Appeal which is a major fundraiser for the Foundation.
  - The Foundation discussed equipment/furniture/programs to fund.
  - Our next meeting is scheduled for November 16, 2022.
  - Award was not from money given to the library
- Friends of the Library Report (Helen Littlefield)
- Book sale 10/15 9am-2pm. 9am-10am preview for members only
  - The next is meeting 10/14
- Old Business
- Nothing further on the water fountains.
- New Business
- Adjournment
- The meeting was adjourned at 7:00PM on a motion by Donna Richards and seconded by Katie Aronoff. All in attendance were in favor.
  - Our next meeting is Wednesday, **NOVEMBER 2, 2022.**